

April 8, 2024

A regular meeting of the Water and Sewer Board of Commissioners was held at 5:30 p.m. in the Village Office. Present were Chairman David O'Hara, Commissioners: Robert Sauer, Andrew Clark, Ryan Dust. Also, present were Village Treasurer Abigail Meagher, Superintendent of Public Works John Heller, Camden Group President Ken Scherrieble, Publisher of the Queen Central News Doug Cleveland.

Commissioner Robert Sauer made a motion to accept the minutes of the previous meeting as written. Comm. Ryan Dust seconded the motion, and it was carried unanimously.

Comm. Ryan Dust made a motion to pay all audited water bills on Abstract # 11 in the amount of \$5,273.99 and all audited sewer bills on Abstract # 11 in the amount of \$10,236.27, inclusive of \$5,850.00 in Sewer Plant capital project bills. The motion was seconded by Comm. Andrew Clark and carried unanimously.

Camden Group President Ken Scherrieble submitted his report to the Board:

Water:

- ❖ Total Organic Carbon (TOC) & Total Coliform samples collected & sent to the lab on 3/7.
- ❖ DPW changed out the upper injection quill in the basement. All leaking has stopped.
- ❖ Routine cleaning of CL-17.
- ❖ Lead and lag chlorine metering pumps integrity inspections, and general cleaning performed weekly; lubrication added as needed.
- ❖ State DOH Report was completed and mailed.
- ❖ General cleaning and maintenance conducted.

Sewer:

- ❖ Composite samples were collected & sent to the lab on 3/1 & 3/7.
- ❖ We continue to complete Covid Surveillance sampling once per week, with samples being sent via UPS on Tuesday afternoons.
- ❖ On March 1, we had our annual DEC inspection. The result was a satisfactory report.
- ❖ Koester has been on site working on the front aerator bearing and gearbox assembly.
- ❖ We have a grinding, vibrating going on in the clarifier. Thoughts are that the main bearing is starting to go bad. If this is the case, it will be a tremendous expense to repair.
- ❖ The loader that we use to move the biosolids from the press room to the drying bed has a broken wishbone. John sent the part to Gardner's for repair, but in the meantime, we have to press very sparingly. Pressing sparingly is not ideal for the plant, as we need to remove solids on a regular basis to keep the microorganisms healthy.
- ❖ Exercised the generator weekly.
- ❖ Cleaned clarifier trough, skimmer arm and weirs, skimmed out plastics and grease that accumulate daily.
- ❖ Maintain free flowing splitter box, where more rag tangles and plastics accumulate before passing into the clarifier. We scoop this out daily and pull tangles from the poles in the box.
- ❖ Pressed sludge for a total of 9,139 dry pounds.
- ❖ Deep cleaning of clarifier, including the backside and effluent basket.
- ❖ Deep cleaning of headworks, removing all collected rag tangles from the backside of bar screens.
- ❖ General cleaning and service.
- ❖ Performed Daily/Weekly/Monthly PM on system.

Superintendent of Public Works John Heller reviewed his report with the Board.

Comm. Andrew Clark made the motion to approve the following transfers for depleted funds:

Water:

Amount: \$6,061.39	From: F001990.40	To: F001920.40 for \$207.00
		F008330.10 for \$781.31
		F008330.49 for \$2,808.00
		F008340.20 for \$2,993.08

Sewer:

Amount: \$7,956.27 From: G001990.40

To: G001920.40 for \$208.00

G008120.40 for \$2,651.03

G008120.43 for \$277.57

G008130.40 for \$2,026.95

G008130.49 for \$2,792.72

Comm. Ryan Dust seconded the motion; it was carried unanimously.

Comm. Robert Sauer made a motion to decrease the bill of 53 Railroad by \$179.80 (to minimum billings) because the customer has already paid for the water (& sewer) usage in the prior two billings. The motion was seconded Comm. Andrew Clark and carried unanimously. This is a modification of the following minute's entry from March 11, 2024.

Discussion concerning 53 Railroad Street. Comm. Clark made a motion to decrease the amount billed by the minimum gallon usage of 15,000 gallons for each of the two previous billings; in which the customer was charged for the usage and the meter was not read. Comm. Kelley seconded the motion and it was carried unanimously.

An updated method of handling the deposits from water and sewer payments was discussed. All money from water and sewer payments are now directly deposited into the sewer fund. The water payment total is then inter-bank transferred to the water account. This allows all checks (no matter how they are endorsed) to be deposited; eliminating the past practice of returning checks which were not written to the correct funds.

Monthly financial statements from Treasurer Meagher were reviewed. A capital project statement was submitted for the Boards review.

Comm. Andrew Clark made a motion to approve paying the milage cost for the Village Clerk & Village Treasurer to attend an upcoming seminar for NYSLRS in Lowville, NY. This was seconded by Comm. Ryan Dust and carried unanimously.

Comm. Ryan Dust made a motion to recommend the Village Board commit to the partial funding of purchasing a Vacuum excavation trailer. Comm. Andrew Clark seconded the motion and it carried unanimously.

Comm. Robert Sauer made a motion to approve the quote from Meyers Associates, PC. Meyers is being hired to complete a topographical survey of the Sewer plant and surrounding property. This is a FEMA requirement; the cost is being estimated at \$8,625.00. This is a professional service; per the Village procurement policy quotes were not required. The motion was seconded by Comm. Ryan Dust and carried unanimously.

As there was no further business to discuss, Comm. Andrew Clark made a motion to adjourn the meeting at 6:55 p.m. The motion was seconded by Comm. Ryan Dust and carried unanimously.

Respectfully Submitted,
Abigail Meagher

Village Treasurer